

TOWN OF TRURO
BOARD OF SELECTMEN
MEETING OF WEDNESDAY, JANUARY 5, 2005

The Truro Board of Selectmen met for their weekly session on Wednesday, January 5, 2005 at 6:00 p.m. at the Truro Town Hall, 24 Town Hall Road, Truro. In attendance were: Chairman Alfred Gaechter, Vice-Chairman Christopher R. Lucy, Clerk Gary Palmer, Lloyd F. Rose, Paul J. Asher-Best, Town Administrator Pamela Nolan, Assistant Town Administrator John J. Sanguinet, Administrative Secretary Julie DuPree, Martha Nagy, Chief Thomas, Bill Worthington, Steve Royka, Carol Green, Gary Delius, Jon Sawyer, Steve Roderick, Mike Iacuesa of the Banner, and David Joy of the Cape Codder.

Mr. Gaechter convened the meeting at 6:00 p.m.

Minutes: Mr. Palmer moved to approve the minutes of December 29, 2004 as presented. Mr. Asher-Best seconded it. **Vote: 5-0, unanimous.**

Mr. Palmer moved to approve the minutes of the Executive Session of December 29, 2004 and to hold in abeyance only the second item of discussion. Mr. Asher-Best seconded it. Vote: 5-0, unanimous.

Public Comment: Mr. Joy said he saw a news truck at the library today and when he questioned a reporter, he was told that they were updating the Worthington murder case and everyone in Truro was getting a DNA swab. Mr. Asher-Best recounted his experience giving a DNA sample that day at the Highland Grill. Chief Thomas said the Department assisted the State Police, and that it was not mandatory to give a sample and some people refused.

Vacancy update: Ms. DuPree told the Board there were ten vacancies on Boards and Committees. An ad will be placed, which will also be put on the website and each BOS will get a copy as well.

Community Center: The Board reviewed the report received from William Reich. He recommends that the Board go out to bid again as soon as possible without significant changes to the design. He feels there are value engineering opportunities that can be incorporated into the next set of bid documents. The BOS discussed the process of value engineering. Mr. Gaechter requested that the TBC pull a meeting together as soon as possible next week to begin this.

Revised Charge: Mr. Palmer reported that at a COA meeting it was requested that the Charge to the Community Center Steering Committee be revised to include "To plan and initiate a program to provide information to the public and to broaden public participation in an effort to make the Community Center a reality". **Mr. Asher-Best moved to approve the revised Charge. Mr. Palmer seconded it. Vote: 5-0, unanimous.**

MMA Conference: Mr. Asher-Best will represent the town at the MMA conference. Mr. Palmer moved to authorize Mr. Asher-Best to vote yes on the Resolution on Local Aid for FY06. Mr. Gaechter seconded it. Under discussion, Mr. Asher-Best said he would caucus with other Cape BOS before the business meeting. It was brought up that there may be amendments to this. **The motion and second were withdrawn when Mr. Gaechter moved to authorize Mr.**

Asher-Best to represent Truro and vote yes on the Resolution and support any appropriate amendments to it. Mr. Palmer seconded it. Vote: 5-0, unanimous.

Library expenditure: Mr. Asher-Best moved to authorize Ms. Royka to purchase a security camera for the Library. Mr. Palmer seconded it. Vote: 5-0, unanimous.

Job descriptions: Mr. Sanguinet assured the Board that the job description for the Conservation/Health Agent and the Office Assistant 2 (Conservation/Health/Building Commissioner) were developed in consultation with the BOH and ConsCom. Ms. Nolan said it would be a benefit to have the Chairs of each of these sit in on interviews. **Mr. Gaechter moved to approve the job descriptions and to immediately advertise both positions. Mr. Palmer seconded it. Vote: 5-0, unanimous.**

Cobb Library: The only proposal received was from the Historical Society. They are interested in leasing the building, but cannot commit at this time. They will meet in the spring and will have a better idea of their circumstances. The Board discussed whether they could defer a decision until then or if they needed to redo the entire process. Mr. Gaechter said he wanted to have Town Counsel review this whole thing, including the need for handicapped assessable parking if the building is not assessable. He toured the property with Mr. Morris, and may have found a place to put in a driveway. He would like to use the space across the street for regular parking, which would be shared by the proposed park on the Pamet. He questioned what the capital budget for this building was, and wanted to look at what the building is costing the town. He also wanted research a proper leasing fee, a town leasing property to a non-profit organization, and the type and contents of a lease. No action was taken. A report from Town Counsel on the bidding requirements will be presented next week.

Budget: The Board was given a spreadsheet for the FY06 budget. Ms. Nolan cautioned that it was very preliminary and the Town Accountant level funded those departments that have not yet submitted a budget. She will be meeting with Department Heads and the Town Accountant and Assistant Town Administrator. The BOS will be updated as the budgets come in. A full copy of the budget is available for review in the Accountant's office. Mr. Gaechter said that whatever the FinCom receives on 1/26 should also be given to the BOS at that time. He feels that in the past the BOS did not properly review the budget and he feels the BOS should spend more time on the details. There was disagreement on the Board on the BOS role in reviewing the budget.

Opening of Warrant: Mr. Asher-Best moved to open the warrant for ATM. Mr. Gaechter seconded it. A notice will be put on the website, and the Board discussed the need for notice to the public, calling on the press to report this and deciding a display ad would be put in the newspapers. Mr. Asher-Best suggested that the Municipal Calendar also be published. **Vote: 5-0, unanimous.**

LCAA draft contract: A proposed contract was put together by the former Town Administrator and Ms. Turano-Flores which was to be jointly with Provincetown. A report was given on a meeting attended Monday with three representatives of LCAA, the Provincetown Manager

and Accountant, and Ms. Nolan, Mr. Gaechter, Town Counsel and Mr. Garran from Truro. There are no operational concerns, only contractual and financial issues. A prototype contract was put forward for the other to critique. All in attendance supported the concept of one contract. It is believed that financial information of the LCAA will be more forthcoming in the future. Truro's share of the shortfall is estimated to be in the mid-90k's. When the contract is ready, it will be brought before the BOS in Executive Session.

Town Administrator's Report:

- Mr. Delius was asked to present the goals of the Computer Department to the Board. He explained that although he has updated the web to include all the BOS minutes and the calendar is now updated each week, the site is a flat piece and he would like to work with a committee of Department members and interested people to look at the design of it. It is his goal to make it less necessary for people to come to the Town Hall to conduct their business, so he intends to post forms. He also believes we need to control the website within the building. He is working on upgrading the e-mail system, and is looking at low cost high yield things to do, such as using the Senior program to get some archive items on the web. He has refurbished some servers already purchased and swapped with the library for another, but we need central servers for ease in backup and to protect the data for the future. He will be exploring the use of an omni pole in the belfry which will enable a wireless hook up to the DPW site, and also to any other town building within site of the steeple. In the future, he will use interactive smart forms. Mr. Gaechter said he would like to receive quarterly reports on his progress. Ms. Nolan pointed out that the IT budget will be larger as they pull items out of other budgets that belong in this one.

- Ms. Nolan requested that she be given permission to close town offices on Friday, January 07, 2005 from 11:30 a.m. - 2:00 p.m. so that town employees can attend the funeral mass for John Hurd. **Mr. Gaechter moved to close all appropriate departments for the time requested. Mr. Rose seconded it. Vote: 5-0, unanimous.**

- Mr. Sanguinet attended a meeting with the Lt. Governor today. Mr. Sanguinet said that a change in the formula used for local aid was the hot topic. He was also able to mention the environmental dredge window problem and she recalled the issue right away. Later that day, he received a call from Vinny of Fisheries and Wildlife, which is a positive sign.

- Ms. Nolan suggested that the Board revise Policy Memorandum #29. She recommended that the Board increase the amount of allowable reimbursement for meals to \$20.00 for breakfast, \$30.00 for lunch and \$45.00 for dinner. Mr. Asher-Best said they should also increase the mileage rate; the IRS rate just went up to .40 1/2 cents. The Board agreed that the lodging rate was also low and \$200.00 per night was more appropriate. **Mr. Gaechter moved to revise Policy Memorandum #29 in that regard. Mr. Asher-Best seconded it. Vote: 5-0, unanimous.**

Selectmen/Liaison Reports:

Asher-Best: -Informed the Board of a good training opportunity for the Assessor's Department; the winter meeting of the MA Association of Assessing Officers is January 20th. He hoped someone would take advantage of it.

Palmer: -Inquired about the routing slip, and was told that Ms. Nolan will be meeting with Mr. Wingard regarding this.

Gaechter: -The Chair of the LCPC sent out a memo informing that a copy of the draft LCP will be given to all Board Chairs and Department Heads for review. Comments will be acted upon and the version after the Public Hearings will be given to the BOS to review.

-The C&BRC would like to come before the BOS on February 16th.

-The Boespflug complaint on the ZBA decision regarding the Affordable Housing project has been filed with the court. If it is successful, this could be the end of this much needed housing project.

-Recommended that the Board not act on a request received from the town of Kingston regarding 40B manufactured homes.

Lucy: -Reported that one coach of a sports team has resigned because of the lack of padding in the school gym, and another is planning to. Mr. Sanguinet told him that the school is trying to obtain a quote from a contractor to give to FinCom. They must have a figure in order to transfer funds. Mr. Gaechter requested that Ms. Nolan reinforce to the school that this needs to happen.

-The BOFE has asked what the status is on firemen's insurance. Mr. Sanguinet will look into this.

Reappointment: Chief Thomas requested that the Board reappoint David Perry as Acting Sergeant. **Mr. Palmer so moved, with Mr. Gaechter seconding. Vote: 5-0, unanimous.**

Next week's agenda: There is no pressing business at this time. It will depend on when the TBC meets whether the BOS will need to meet on the Community Center project.

Chimes update: Mr. Sanguinet reported that the man from Brewster has finished his modifications. **Mr. Gaechter moved to restore the ringing of the chimes from 7:00 a.m. - 10:00 p.m. effective immediately. Mr. Asher-Best seconded it.** Mr. Sanguinet added that a further tuning and adjustment to the chimes will need to be done. The Board agreed that a contract will be needed with Mr. Hutchinson for routine maintenance. **Vote: 5-0, unanimous.**

Martin Soil Removal: Ms. Nolan reported that as Mr. Martin has not responded, Town Counsel recommends that the Town file suit.

At 7:45 p.m. Mr. Gaechter moved to convene in Executive Session under the provisions of MGL Chapter 39, Section 23B to discuss strategy with respect to collective bargaining and to not reconvene in Open Session. Roll Call Vote: Asher-Best, aye; Palmer, aye; Gaechter, aye; Lucy, aye; Rose, aye. 5-0, unanimous.

Alfred Gaechter, Chairman

Christopher R. Lucy, Vice-Chairman

Gary Palmer, Clerk

Lloyd F. Rose

Paul Asher-Best

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